

Days for Board Approval:

Property Data Form 2 - 4 Units Listing Form

Owner Contact Information Owner's Name: Address (if different from property listed): City: State: Zip: Owner Phone #: Email Address: **Property Information** Address: Asking Price: Township: State: Zip: Multiple PIN Numbers Yes Subdivision: Model: Parcel # (PIN):_ County:_ Is this Property also listed for rent? Yes No Provide MLS# (if known):_____ Corporate Limits of - or- Unincorporated: General **General Directions to Property: School Information** Elementary District #: Elementary School Name: 2nd/Alternative Elementary School Name:_ Jr High/Middle District #: Jr High/Middle School Name: 2nd/Alternative Jr High/Middle School Name: __ High School District #: _____ **High School Name:** 2nd/Alternative High School Name: Other Public School District #: Other Public School Name: Ownership Type: | Condo | Fee Simple | Fee Simple w/HO Assn | Leasehold Rebuild: List Approx. Year Built: Unknown Built Before 1978: Yes No Recent Rehab: Yes Existing Basement/ Foundation: Waterfront: Rehab Year: Property Currently Leased: Yes No If Yes, Date Lease Expires: Or Check Month-to-month: Owner Occupied: _____%Common Area/Coop/Condo Ownership: Total # Units in Building:

Pets allowed:

Yes

Max Pet Weight:



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ZONING TYPE:	STYLE: (Maximum of 1 Selection)	AGE: (Maximum of 1 Selection)	NEW/PROPOSED CONSTRUCTION OPTIONS (Maximum of 6 selections)	
Agricultre Commercial Industrial Legal Non-Confirming Multi-Family Planned Manufacturing District Planned Unit Development Single Family Other	American 4-Sq. Bi-Level Brownstone Bungalow Cape cod Colonial Contemporary Cottage English Farmhouse French Provincial Georgian Greystone	☐ 1-5 Years ☐ 6-10 Years ☐ 11-15 Years ☐ 16-20 Years ☐ 21-25 Years ☐ 26-30 Years ☐ 31-40 Years ☐ 41-50 Years ☐ 51-60 Years ☐ 61-70 Years ☐ 71-80 Years ☐ 91-100 Years ☐ 91-100 Years	Air Purifier/Humidifier Appliance Package/Allowance Basement/Lower Level Exterior Exit Basement/Lower Level Finished Basement/Lower Level Stubs in Bath Central Air Central Air Ready Deck/Patio/Screened Porch Electrical Allowance Energy Efficient Package Exterior Brick/Cedar Fireplace Basement	
TYPE DETACHED (Maximum of 1 selection + Hillside, Earth, Coach House or Teardown, if applicable) 1 Story 1.5 Story 2 Stories 3 Stories 4+ Stories Raised Ranch Split Level Split Level w/Sub Manufactured Modular Coach House Earth Hillside Teardown Other	Log Mediterranean/Spanish Prairie Quad Level Queen Anne Ranch Row House Step Ranch Traditional Tri-Level Tudor Victorian Other Mid Level A-Frame Walk-Out Ranch	□ 100+ Years □ New-Will Build to Suit □ New-Proposed Construction □ New-Under Construction □ Unknown	Garage Hardwood/Ceramic Floors Hot Tub/Pool Landscaping Oak Trim/Oak Staircase Roof Cedar/Shakes/Tile Skylight(s) Upgraded Carpet/Pad/Vinyl Upgraded Interior/Exterior Door(s) Vaulted /Cathedral Ceilings Vinyl Clad Windows Whirlpool Tub Other Wood Windows Lighting Allowance Flooring Allowance Wood Laminate Flooring Upgraded Siding Upgraded Roofing Upgraded Insulation Upgraded Cabinets & Counters Zoned Heating/Cooling Floor Plan Modifications Allowed	
_	REMARKS Maximum of 1000 characters with	h spaces.		



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Lot Dimensions: (ex. 80' x 110')		Acreage:					
EXTERIOR BUILDING TYPE: (maximum of 3 selections) Aluminum Siding Vinyl Siding Steel Siding Brick Cedar Frame Block EIFS (e.g. Dryvit) Glass Log Masonite Shakes Stucco Stone Marble/Granite Concrete Asbestos Siding Limestone Slate Other Clad Trim ROOF TYPE: Asphalt/Glass (Rolled) Asphalt/Glass (Shingles) Metal Rubber Slate Tar & Gravel Tile Wood Shakes/Shingles	LOT SIZE (Maximum of 1 selection) Less than .25 acres .2549 Acres .5099 Acres 1.0-1.99 Acres 2.0-2.99 Acres 3.0-3.99 Acres 4.0-4.99 Acres 5.0-5.99 Acres 6.0-7.99 Acres 8.0-9.99 Acres 0 Versized Chicago Lot Standard Chicago Lot	LOT DESCRIPTION: (Maximum of 6 select Beach Chain of Lakes From Channel Front Common Grounds Corner Cul-De-Sac Dimensions to Cerest Perverse A Golf Course Lot Nature Preserve A Wetlands Adjacent Horses Allowed Irregular Lake Front Landscaped Profe Legal Non-confort Paddock Park Adjacent Pond River Front Stream Water Rights Water View Wooded Rear of Lot	tions) ontage s onter of Road djacent odjacent it	EXTERIOR PROPERTY FEATURES: (Maximum of 6 selections) Balcony Deck Patio Porch Greenhouse Hot Tub Roof Deck Porch Screened Gazebo Storage Shed Dog Run&/or Invisible Fence Horse Barn/ Pole Barn Tennis Court(s) Screened Patio Screed Deck Stamped Concrete Patio Brick Paver Patio Boat Dock/ Mooring Pool Above Ground Pool In-Ground Storms/ Screens Grill-Outdoors Outdoor Fireplace Private Entrance End Unit Door Monitored by TV Master Antenna Cable Access Box Stalls Crib Machine Shed			
Other Other Other Building PARKING TYPE: Exterior Space (s) Garage Is Parking Included in the Price? Yes No None							
GARAGE DETAILS: Garage On-Site? Yes No GARAGE TYPE: Attached Detached None # of Garage Spaces:	GARAGE OWNERSHIP: Owned Transferrable Lease Deeded Sold Separately* Fee/ Leased ** N/A Deeded Garage Cost: \$(if sold separately) Fee/ Leased Garage Cost: (if fee/ leased)	Garage Transn Carpor Heated Tande 7ft or Multipl None/		t I n nore high garage door e Garages			
PARKING DETAILS: Parking On-Site? Yes No PARKING OWNERSHIP: Owned Transferrable Lease Deeded Sold Separately* Fee/ Leased ** N/A List # of Parking Spaces:	PARKING DETAILS: Assigned Spaces Unassigned Off Alley Off Street Side Apron Zoned Permit Visitor Parking Valet Underfround/Covered Driveway None/ N/A	DRIVEWAY: Asphalt Brick Concrete Dirt Gravel Circular Shared Off Alley Side Drive Heated Other	Deeded Parking Space Cost: \$ (if sold separately) Fee/ Leased Parking Space Cost: \$ (if fee/ leased)				



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INTERIOR FEATURES.												
INTERIOR FEATURES:			BASEMENT:		PASEMENT DESCRIPTION:							
# Units in Building:		BASEMENT: Full Partial		BASEMENT DESCRIPTION: None Finished								
# of Rooms in Building:			Walkout		Partially Unfinish	Finished						
# of Bedroo	oms in Buil	ding:	_		☐ English ☐ None		Crawl	cu				
# Full Baths in Building:							Cellar Sub-Bas	sement				
# 1/2 Bath	s in Buildin	g:	_						Exterior	s Access		
3 Bedroom Unit in Building Yes No								Other Rough 1	n			
	Floor #	# Rooms	# Bedrooms	# Full Baths	# Half Baths	В	Maste edroom		Security Deposit		ent ount	Lease Exp. Date
Unit 1] Full] Half] Shared] None	d	\$	\$		
Unit 2							Full Half Shared None	d	\$	\$		
Unit 3							Full Half Shared None	d	\$	\$		
Unit 4							Full Half Shared None	d	\$	\$		
Unit 1			Unit 2	nit 2		Unit 3		Unit 4				
Appliance Features:		Fireplace Garage/ None Laundry Range H Cathedr Hardwoo	cher ve l tor A/C A/C e - Artificial e - Gas Space Hook-Up lood al Ceilings od Floors s/ Windows		Stove Refrigerator Vasher Oryer Dishwasher Microwave Disposal Compactor Central A/C Vindow A/C Gireplace - Artififireplace - Gas Garage/ Space Jone Laundry Hook-U Range Hood Cathedral Ceiling Hardwood Floor Skylights/ Windo Valk-In Closet Handicap Access	gs s ows			Stove Refrigerator Washer Dryer Dishwasher Microwave Disposal Compactor Central A/C Window A/C Fireplace - Artific Fireplace - Gas Garage/ Space None Laundry Hook-Up Range Hood Cathedral Ceiling Hardwood Floors Skylights/ Windo Walk-In Closet Handicap Access) S	Re W Dr Dr Dr Dr Dr Dr Dr	ove efrigerator asher ryer shwasher icrowave ssposal ompactor entral A/C indow A/C replace - Artificial replace - Gas arrage/ Space one aundry Hook-Up ange Hood athedral Ceilings ardwood Floors cylights/ Windows alk-In Closet andicap Access
Tenant Pa	ays:	All Electric Gas Heat Parking Scaveng Sewer Water Other None	er		all Electric Gas Heat Parking Gcavenger Sewer Vater Jone				All Electric Gas Heat Parking Scavenger Sewer Water Other		Ga He Pa Sc Se W Ot	ectric



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	Unit 1	Unit 2	Unit 3	Unit 4	
Bath Amenities:	Whirlpool Separate Shower Handicap Shower Steam Shower Double Sink Bidet Garden Tub European Shower Full Body Spray Shower Double Shower Soaking Tub No Tub	Whirlpool Separate Shower Handicap Shower Steam Shower Double Sink Bidet Garden Tub European Shower Full Body Spray Shower Double Shower Soaking Tub No Tub	Whirlpool Separate Shower Handicap Shower Steam Shower Double Sink Bidet Garden Tub European Shower Full Body Spray Shower Double Shower Soaking Tub No Tub	Whirlpool Separate Shower Handicap Shower Steam Shower Double Sink Bidet Garden Tub European Shower Full Body Spray Shower Double Shower Soaking Tub No Tub	
Additional Rooms:	☐ 1st Floor Bedroom ☐ 2nd Kitchen ☐ Den ☐ Dark Room ☐ Enclosed Balcony ☐ Enclosed Porch ☐ Exercise Room ☐ Family ☐ Room ☐ Foyer ☐ Gallery ☐ Great Room ☐ In-Law Arrangement ☐ Laundry Room(s) ☐ Library ☐ Loft ☐ Maid's Room ☐ Screened Porch ☐ Recreation Room ☐ Sitting Room ☐ Sun/ Florida Room ☐ Utility Room/ 1st Floor ☐ Utility Rom/ 2nd Floor ☐ Workroom	1st Floor Bedroom 2nd Kitchen Den Dark Room Enclosed Balcony Enclosed Porch Exercise Room Family Room Foyer Gallery Great Room In-Law Arrangement Laundry Room(s) Library Loft Maid's Room Screened Porch Recreation Room Sitting Room Utility Room/ 1st Floor Utility Rom/ 2nd Floor Workroom	1st Floor Bedroom 2nd Kitchen Den Dark Room Enclosed Balcony Enclosed Porch Exercise Room Family Room Foyer Gallery Great Room In-Law Arrangement Laundry Room(s) Library Loft Maid's Room Screened Porch Recreation Room Sitting Room Utility Room/1st Floor Utility Rom/ 2nd Floor Workroom	1st Floor Bedroom 2nd Kitchen Den Dark Room Enclosed Balcony Enclosed Porch Exercise Room Family Room Foyer Gallery Great Room In-Law Arrangement Laundry Room(s) Library Loft Maid's Room Screened Porch Recreation Room Sitting Room Utility Room/ 1st Floor Utility Rom/ 2nd Floor Workroom	
WATER: Lake Michigan Public Private Company Well Community Well Private Well Private Compa Well Shared Other SEWER: Septic - Mechanical Septic - Private Septic - Shared Sewer - Public Sewer Storm Holding Tank(s) Overhead Sewers Other	Gas Electric Oil Propane Solar Forced Air Hot Water/ Steam Baseboard Radiant Gravity Air Heat Pump Radiators Space Heaters	EQUIPMENT: Humidifier Water Softener - Owned Water Softener - Rented Central Vacuum TV - Cable TV - Dish TV - Antenna TV - Rotor Security System Intercom Fire Sprinklers CO Detectors Ceiling Fans Fan - Attic Exhaust Fan- Whole House Sump Pump Sprinkler Lawn Air Cleaner Air Exchanger Backup Sump Pump Radon Mitigation System(s) Power Generator	ENERGY/GREEN BUILDING RATING SOURCE: Energy Star Homes LEED - H Certified LEED - H Silver LEED - H Platinum NAHB Emerald NAHB Bronze NAHB Silver NAHB Gold Chicago Green Homes Other HERS INDEX SCORE:	GREEN FEATURES: Photovoltaic/ Solar System Pre-wired for PV/ Solar Solar Hot Water Geothermal Heating/ Cooling System Tankless Hot Water Heater Enhanced Air Filtration Low Flow Commode Low Flow Fixtures Native/ Drought Resistant Landscaping Rainwater Collection System Green Roof	



Special Showing Instructions (2hrs notice, dog in crate etc.):

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TAX/ ASSESSMENTS: Tax Year Taxes \$	Tax Exemptions: ☐ Homeowner ☐ Senior ☐ Senior Freeze ☐ Other None Special Assessments: ☐ Yes ☐ No ☐ Unknown Special Service Area: ☐ Yes ☐ No ☐ Included in Tax Bill	Total Rental Income \$ Net Operating Income \$ Gross Income \$ Gross Expenses	Other Additional Income: Coin Laundry Garage(s) Parking Space(s) Other BUYER TAKES POSSESSION: Closing Immediate lease Back Required Negotiable Prior or Closing Specifice Date
	If Yes, enter Fee	\$	☐ Tenant's Rights ☐ Other
	\$		SALE TERMS:
Additional PIN #1		Taxes #1 \$	— FHA
Additional PIN #2		Taxes #1 \$	✓ VA✓ Assumption - Conv.
Additional PIN #3		Taxes #1 \$	Assumption - FHA Assumption - VA
			Release Required Contract (Articles) For Deed Lease/ Purchase Owner May Help/ Assist Purchase Money Mortgage Rent w/ Option Rewrite/ Blend Trade/ Exchange Cash Only Other Is Seller/ Owner a licensed Real Estate Agent? Yes No
Misc. Informatio	n		
Owner of Record Nam	e 1:		
Owner of Record Nam	e 2:		
Owners Phone #:		Owners Email:	
Do you prefer to be co	ntacted for showings via	☐ Call ☐ Text	